

SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Change Order Request to Purchase Order No. 53366 (Staff recommends approval).
REQUESTED ACTION: Approve change to increase total by \$23,363.00

☐ Work Session (Report Only) **DATE OF MEETING:** 12/14/10
☒ Regular Meeting ☐ Special Meeting

CONTRACT: ☒ N/A Vendor/Entity: _____
Effective Date: _____ Termination Date: _____
Managing Division / Dept: Financial Services

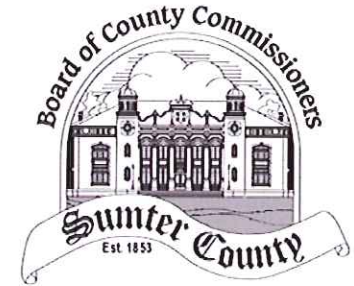
BUDGET IMPACT: \$23,363.00
☐ Annual **FUNDING SOURCE:** Secondary Trust Fund
☐ Capital **EXPENDITURE ACCOUNT:** 106-340-541-6546
☐ N/A

HISTORY/FACTS/ISSUES:

Purchase Order #53366 (Springstead Engineering) increase request by \$23,363.00 for payment of Design and Permitting services expenditures through October 29, 2010.

Exhibit A

CHANGE ORDER REQUEST FORM



PO Number 53366
 Vendor Springstead Engineering
 PO Amount 488,000.00
 Net Change Amount (-/+) + 23,363.00

PLEASE CHANGE THE FOLLOWING ITEMS

Item Number	From Quantity	To Quantity	From Unit Price	To Unit Price	From Account Code	To Account Code

PLEASE ADD THE FOLLOWING ITEMS

Item	Account	Description	Quantity	Unit Price	Amount
	106-340-541-6546	C-468 4-Lane	1	23,363.00	23,363.00

Cancel Entire Purchase Order ☐

Original Requestor's Signature _____

Cancel Item Numbers _____

Reason/Justification/Special Instructions:

For payment of Design and Permitting services expenditures through October 29, 2010.
 Original PO amount was 250,000, a Change Order in the amount of 238,000 was previously approved, for a PO total of 488,000.00

Signature/Approvals

Department Head

Date

Division Director

Date

Financial Services Dept.

Date

County Administrator

Date

Revised: 10/8/10

PURCHASE ORDER

PLEASE FURNISH MERCHANDISE BELOW FOR THE ACCOUNT OF

BOARD OF SUMTER COUNTY COMMISSIONERS

53368

910 N. MAIN STREET, ROOM #201

TELEPHONE 352-793-0200 2/9/09

TO

Springstead Engineering BUSHNELL, FLORIDA 33513-9402
727 South 14th Street
Leesburg, FL 34748

Road and Bridge

12/9/09

DATE

Road and Bridge

DEPT.

BY

South

Springstead Engineering
727 South 14th Street
Leesburg, FL 34748

FUND	ACCOUNT NO.	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
100	340 544 00-45		C-468 4-Lane Design and Permitting On 3/25/08 the BOCC approved and executed a Continuing Engineering Service Contract with Springstead Engineering. Blanket PO based on a portion of budget appropriation for Design and Permitting C-468 4-Lane	\$250,000.00	\$250,000.00
TERMS:				TOTAL	\$250,000.00

BOARD OF SUMTER COUNTY COMMISSIONERS

DELIVER TO:

AUTHORIZED BY:

**ONLY ORIGINAL INVOICES
WILL BE CONSIDERED FOR PAYMENT**

DISTRIBUTION:

BLUE COPY - TO BOARD OF COUNTY COMMISSIONERS
WHITE COPY - TO VENDOR
CANARY COPY - TO DEPARTMENT HEAD
GREEN COPY - TO BOARD OF COUNTY COMMISSIONERS

THIS IS TO CERTIFY THAT THE ABOVE GOODS WERE RECEIVED AND THAT THEY WERE OF
THE QUANTITY AND QUALITY ORDERED AND PAYMENT FOR SAME IS HEREBY APPROVED.

BY: _____ DATE: _____

OFFICER OR DEPT. HEAD

1. MAIL INVOICE TO BOARD OF COUNTY COMMISSIONERS
2. PLEASE SHOW OUR PURCHASE ORDER NUMBER ON ALL INVOICES
3. EACH SHIPMENT MUST BE COVERED BY A SEPARATE INVOICE
4. THE COUNTY OF SUMTER IS EXEMPT FROM STATE SALES AND USE TAX AND FEDERAL
EXCISE TAXES. STATE SALES AND USE TAX CERTIFICATE NUMBER 85-8012622366C-3.